

### 12-11-2015 Announcements from recent developments:

**The 12-4-2015 Rate change due to DOL requirements bulletin has been retracted.** The rates must be approved by CMS through the Amendment Process and will be instated when we receive approval. Please stay tuned for the public notice when that amendment is posted for comment!

**Jamie Kennedy is leaving the Behavioral Health Division on December 24, 2015** to pursue another employment venture outside of the State of Wyoming. We wish her the best of luck and will work on transitioning her duties to other Division staff. Please contact Jessica Fancher at [jessica.fancher2@wyo.gov](mailto:jessica.fancher2@wyo.gov) if you need assistance with the email listserv messages or to add/delete someone from the distribution list.

### November 2015 - Monthly Provider Support Call Summary

*\*\*Please share with your case managers and administrative staff or other employees.\*\**

Each month the WDH-Behavioral Health Division holds a monthly provider support call to let providers know what is going on and give additional clarification on items that have been released. **The next call is the last Monday of January at 2 pm.**

### CALL TOPICS & SUMMARY

#### Positive Behavior Support Plans and Functional Behavior Analysis

If a participant has moderate or severe behaviors on their ICAP or other behaviors noted by the team that warrant supports to be in place by the team, the team needs to work on a functional behavior analysis and a positive behavior support plan to submit with their plan of care. We have case managers who do not want to submit these items even though the participant has some significant behavioral support needs. Even if some behaviors have not been seen for a while, the positive support plan helps ensure the participant keeps having success and gives the providers ways to support them successfully. If a behavior is identified through assessments but the team feels strongly it is no longer an issue, this must be explained in plan of care.

#### Provider HCB Setting Transition Plans

Provider transition plans for the HCB rule compliance were due to the Division by October 1. For providers who did not turn one in and were notified by certified letter from the Division, they must contact their provider support specialist immediately. We will have to proceed with the first steps of disenrollment if providers are not complying with the requirements.

#### Documentation of Services

Providers must ensure they are documenting services in an individualized manner on the personal schedules for each participant. We expect that the schedule will record the direct service provided to each person with accurate time in and out and include any training, community outing, or other notes on services.

#### Case Manager Monthly Report update

The Case Manager Monthly Electronic Form has been removed from EMWS. This is due to the form undergoing de-bugging and changes that have been requested from all of you. A new form with more features will be added as soon as it is finished and tested. **In light of this, the Case Manager Monthly Electronic Form will NOT be mandatory to use on December 1, 2015.** We expect that all changes and bugs will be resolved by January 1, 2016 and this is our goal for this form to go live.

**The new date for mandatory use will be January 1, 2016.**

Please continue to submit your forms in the same manner you did before the Case Manager Monthly Electronic Form went live. We apologize for any inconvenience this may cause you and thank everyone for their feedback, input and suggestions on this form. Please let us know if you have any questions.

### **Process for CRT/ECC/Goods and Services requests changing**

The request processes for CRT/ECC, Goods and Services, and Reconsiderations will be electronic processes through EMWS starting in January. Staff are working on some flow charts so that we can send out some training information to the Case Managers.

### **Variance Reporting and SIS Pilot**

Due to the budgetary issues for providers and the Division, the Division has decided to prioritize certain projects and eliminate others:

- At this time we will be cancelling the implementation of variance reporting across providers.
- The pilot to explore the use of the Supports Intensity Scale, or SIS, is also being stopped.

### **Rights Restrictions**

Rights that are restricted in plans must be addressed the way the new HCB rules stipulate. We went over these things with case managers in the last two trainings. As a reminder, all plans of care must meet the new rule requirements by the end of February for restrictions to be allowed. Our last FAQ listed that the Division will not approve restrictions to the lock on a person's door, but we will revise it so that it meets the HCB rule which states there may be a modification to that right if the 8 criteria are met in the rule. The Division has a human rights team that will review a restriction to that right if one is submitted.

### **Questions and Answers from the call:**

1. When will the rate rebasement be released? It is available on the Division's homepage:  
<http://www.health.wyo.gov/ddd/index.html>

2. Who collects the information for the Positive Behavior Support Plans and Functional Behavior Analysis?

Different people from the team can do this. Each team is different. The team should identify a gatekeeper and use people closest to the individual to complete these items and the case manager submits the information to the Division. Please use our PBSP workbook to help, which is available on our website:  
<http://www.health.wyo.gov/ddd/ComprehensiveandSupportsWaiver.html>.

3. Answer only: With Medicaid Re-enrollment, only new enrollees will receive a packet in the mail from Medicaid whereas re-enrollments will not.

**Monthly Support call notes are posted to our website:**

<http://health.wyo.gov/ddd/ComprehensiveandSupportsWaiver.html>

*Thank you for reading and for making time to call in each month!*